



## Food Service Worker 3 Part-Time (Capitol Hill)

### **OUR MISSION...** *To provide a clean, comfortable, and safe environment on Capitol Hill.*

The Georgia Building Authority (GBA) is responsible for all services associated with the management of 36 buildings and various facilities located in the Capitol Hill Complex in Atlanta, Georgia, including the Georgia State Capitol building and the Governor's Mansion in northeast Atlanta.

#### Job Information

**Job Type:** Full-Time

**Number of Vacancies:** 1

**Unit:** Custodial: Facilities Operations Food Services

**Hiring Salary:** \$16.00 Per hour

**Location:** Atlanta, GA

**Opens:** April 27, 2023

**Closes:** June 27, 2023

Applicants who require accommodations for the application process should contact

404-463-5664 or e-mail

[hr-email@spo.ga.gov](mailto:hr-email@spo.ga.gov)

#### **TO APPLY:**

Email **resume** in Microsoft Word or PDF format to: [hr-email@spo.ga.gov](mailto:hr-email@spo.ga.gov) with the following in the subject line of your email: **Food Service Worker 3**



Our goal is to be a diverse workforce that is representative of the citizens we serve. GBA does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, retaliation, parental status, or military service. GBA is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment. All employment is decided on the basis of qualifications, merit and business need.

#### Position Overview

**GBA Overview:** In addition to a competitive salary and career growth opportunities, the Georgia Building Authority (GBA) offers a generous benefits package, which includes employee retirement plan (including a 401(k) plan with up to 3% employer matching); paid holidays annually; vacation and sick leave; health, dental, vision, legal, disability, accidental death and dismemberment insurance, healthcare and childcare flexible spending accounts.

**Job Summary:** Under close supervision, the Food Service Worker prepares and cooks, or assists in the cooking of food, using specialized equipment. Serves and distributes food. Cleans kitchen, kitchen equipment, and dining areas. May perform some cashier duties. The Food Service Worker also performs other job-related duties as assigned.

**Minimum Qualifications:** High school diploma or GED **AND** two (2) years of supervisory experience in a food service operation at the level of shift supervisor; **OR** One (1) year of experience at the lower-level Food Svc Spec 2 (FFT011) or position equivalent.

**Preferred Qualifications (Agency Specific):** Preference will be given to applicants, who in addition to meeting the minimum requirements, possess a Safe Serv Certification.

**Competencies:** Knowledge of safe food handling processes. Considerable knowledge of practices and procedures in a food service operation. Experience with dealing with the public and following oral/written instructions. Ability to organize workload efficiently. Experience performing all functions in a food service operation

The selected applicant must be authorized to work in the United States and must successfully pass a pre-employment criminal background check, motor vehicle records check and drug screen.

Due to the large volume of resumes received by this office, we are unable to provide information on your resume status over the telephone. Notifications will only be sent to applicants who are selected to interview.

Please visit our website at [www.gba.ga.gov](http://www.gba.ga.gov) for additional GBA career opportunities.